The Lodge at Brandeis Policies

Check In/Checkout for The Lodge guests: Check in time is 3:00pm and check out time is 12:00pm noon. Early and late checkout requests may be made and are subject to determination based on The Lodge occupancy. Guests who request a late check out must vacate by 3:00pm. An additional charge of $45 will apply if request is granted.

*If guest requests late check out past 3pm the guest will be charged an additional full night stay of $90 for standard room or $120 for a suite.

The Lodge Payment Policy: The Lodge only accepts exact cash or check, made payable to Brandeis University. Payment must be received prior to guests’ arrival and can be mailed to:

Brandeis University
415 South Street
MS 087
Waltham, MA 02454
Attn: The Lodge

If reservation is made within a week of the arrival date, payment must be made in the Conference & Events office, which is located on Upper Campus on the ground floor of Kutz Hall. The Conference & Events office is open Monday – Friday between 9am – 5pm.

Cancellation Policy: All reservations must be cancelled 24 hours prior to arrival. Cancellations received after the deadline or a “no show” will incur one night’s room charge.

Smoking Policy: The Lodge is a 100% non-smoking facility. Smoking or vaping is not permitted anywhere within The Lodge rooms. Should it be determined that smoking has taken place in a room, the guest will be charged a $250.00 cleaning fee.
**Pet Policy:** The Lodge has a no pet policy. Service animals are allowed. Please advise when making a reservation if bringing a service animal into The Lodge so we may prepare for arrival accordingly.

**Minimum Age Requirements:** All guests must be 22 years of age or older to confirm guestroom accommodations. All guests under the age of 22 must be accompanied by an adult 22 years of age or older.

**Room Information & Rates:** We have a total of eight rooms available at The Lodge, which consists of two suites and six standard rooms.

Our standard rooms sleep two guests, with either one queen bed or two twin beds. Each room is furnished with a refrigerator and microwave, work desk with convenient desk-level outlets, air conditioning, flat screen HDTV, complimentary wireless internet, alarm clock, iron and ironing board and in-house phone, and free parking.

The standard room rate is $90/night.

Our suites sleep up to four guests and each room is furnished with a full second room with a pull-out queen sleeper sofa, a kitchenette with two-burner stove, refrigerator, microwave and sink, work desk with convenient desk-level outlets, air conditioning, flat screen HDTV, complimentary wireless internet, alarm clock, iron and ironing board, and in-house phone and free parking.

The suite room rate is $120/night.

Both standard rooms and suites have their own private bathrooms in which we offer complimentary shampoo, conditioner, soap, and hair dryer.
**Luggage Policy:** Conference and Events is unable to store luggage for guests. Luggage cannot be stored in room at the time of check out.

**Waiting List Policy:** Unfortunately we do not offer a waiting list. Please contact Conference and Events to check room availability.